Department of Health and Human Services

Centers for Medicare & Medicaid Services

Office of Research, Development, and Information

Historically Black Colleges and Universities Health Services Research Grant Program

2006 EDITION – 10th Year of the Annual HBCU Research Grant Announcement

Funding Opportunity Number
HHS-2006-CMS-HBCU-0005

CFDA No. 93.779

Application Deadline Date: July 6, 2006

Letters of Intent due: June 7, 2006

May 3, 2006

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AGENCY NAME: Department of Health and Human Services
Centers for Medicare & Medicaid Services
Office of Research, Development, and Information

FUNDING OPPORTUNITIES TITLE: Historically Black Colleges and Universities (HBCU) Health Services Research Grant Program

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DATES:

Date of Issue	May 3, 2006
Letter of Intent Due Date	June 7, 2006
Application Deadline Date	July 6, 2006
Award Announcement	September, 2006
Grant Period	2 years

EXECUTIVE SUMMARY

HISTORICALLY BLACK COLLEGES AND UNIVERSITIES HEALTH SERVICES RESEARCH GRANT ANNOUNCEMENT

The Centers for Medicare & Medicaid Services (CMS) is announcing the availability of funds under its grant program to assist Historically Black Colleges and Universities (HBCUs) in conducting health services research for 2006. The purpose of the grant program is to support researchers in carrying out health services research activities to meet the needs of diverse CMS beneficiary populations. The goals of the grant program are to: 1) encourage HBCU health services researchers to pursue research issues which impact the Medicare, Medicaid, and SCHIP programs, 2) assist CMS in implementing its mission focusing on health care quality and improvement for its beneficiaries, 3) assist HBCU researchers by supporting extramural research in health care capacity development activities for the African American communities, 4) increase the pool of HBCU researchers capable of implementing the research, demonstration, and evaluation activities of CMS, and 5) assist in fostering interuniversity communication and collaboration regarding African American health disparity issues.

This grant program is consistent with President George Bush's HBCU Executive Order 13256, signed on February 12, 2002 directing executive departments and agencies to increase the ability of HBCUs to participate in federally sponsored programs. The purpose is to strengthen "the capacity of HBCUs to provide quality education and to increase opportunities to participate in and benefit from Federal programs." Federal agencies are directed to establish funding on an annual basis to be awarded to HBCUs through grants, contracts, or cooperative agreements.

Funding is available for grants to implement research related to health care delivery and health financing issues affecting African American communities, including issues of access to health care, utilization of health care services, health outcomes, quality of services, cost of care, health and racial disparities, socio-economic differences, cultural barriers, managed care systems, and activities related to health screening, prevention, outreach, and education.

To be eligible for grants under this program, an organization must be an HBCU and meet one of the following three requirements: 1) offer a Ph.D. or Master's Degree Program in one or more of the following disciplines Allied Health, Economics, Gerontology, Health Services Administration, Health Care Administration, Health Education, Health Management, Human Services and Consumer Sciences, Nursing, Nutrition, Pharmacology, Psychology, Public Health, Public Policy, Social Work; or 2) have a School of Medicine; or 3) be a member of the National HBCU Network for Health Services and Health Disparities.

HISTORICALLY BLACK COLLEGES AND UNIVERSITIES HEALTH SERVICES RESEARCH GRANT ANNOUNCEMENT

I. FUNDING OPPORTUNITY DESCRIPTION:

1. Introduction

The Centers for Medicare & Medicaid Services (CMS) is announcing the availability of funds under its grant program to assist Historically Black Colleges and Universities (HBCUs) in conducting health services research for 2006. This announcement seeks competitive applications for small applied research projects that relate to identifying and evaluating solutions for eliminating health disparities among the African American population. Additionally, the project should enhance the capacity of HBCUs to successfully compete for CMS research and program funds in the future. We encourage HBCUs to use CMS data as part of their research projects. HBCUs are expected to become involved in the design, implementation, and operation of research projects that address health care issues such as financing, delivery, access, quality, and barriers affecting the African American community. CMS is seeking these types of research projects because of its belief that HBCUs play a pivotal role in finding solutions to the many difficult health issues that have a significant impact on the health of African Americans. The unique expertise, knowledge, reputation, and sensitivity that HBCU investigators can bring to the design, implementation, and operation of such research will be a key to advancing the national, state and local agendas of eliminating health disparities.

The President's Board of Advisors on Historically Black Colleges and Universities (HBCUs) has issued directives to increase the support of HBCUs through various mechanisms and to develop an infrastructure in these educational institutions. This grant program is consistent with President George Bush's Executive Order 13256, signed on February 12, 2002 directing executive departments and agencies to increase the ability of HBCUs to participate in federally sponsored programs. The purpose is to strengthen "the capacity of HBCUs to provide quality education and to increase opportunities to participate in and benefit from Federal programs." Federal agencies are directed to establish funding on an annual basis to be awarded to HBCUs through grants, contracts, or cooperative agreements. The head of each department or agency is expected to establish an annual plan that establishes clear goals for how the department or agency intends to increase the capacity of Historically Black Colleges and Universities to compete for its funding programs. CMS's HBCU Health Services Research Grant Program is in accordance with the Executive Order. This program is one strategy to increase the participation, promotion, and professional development of HBCU investigators in health services research.

2. CMS/HBCUs Partnership

CMS is committed to developing a partnership with HBCUs to achieve the goals of the President's Executive Order. CMS wants to make sure that HBCUs receive opportunities to compete for its extramural research funds and gain a better understanding of its research interests. This announcement, the 2006 CMS HBCU Health Services Research Grant Program,

is related to the priority area of CMS's research programs for health care and financing issues in the African American community.

3. Detailed Purposes of Grant Program

The purpose of this announcement is to support HBCU researchers in carrying out health services research activities to meet the needs of diverse CMS beneficiary populations. The goals of the HBCU Health Services Research Grant Program are to: 1) encourage HBCU health services researchers to pursue research issues which impact the Medicare, Medicaid, and SCHIP programs, 2) assist CMS in implementing its mission focusing on health care quality and improvement for its beneficiaries, 3) assist HBCU researchers by supporting extramural research in health care capacity development activities for the African American community, 4) increase the pool of HBCU researchers capable of implementing the research, demonstration, and evaluation activities of CMS, and 5) assist in fostering interuniversity communication and collaboration regarding African American health disparity issues.

4. Health Issues of Concern

CMS is interested in the following types of proposals:

        a)   Proposals that address research on disseminating information and improving health- related attitudes, knowledge, beliefs, and practices related to the following six health priority conditions:

                Diabetes
                Cancer Screening and Management
                Cardiovascular Disease
                HIV/AIDS (Among Medicare or Medicaid Beneficiaries)
                Infant Mortality
                Adult and Childhood Immunizations

                Other Population Specific Health Concerns:

                Asthma
                Obesity

        b) Proposals to research the effectiveness of programs designed to:

                Remove barriers and improving access to health services
                Reduce health disparities and socioeconomic differences in health services
                Increase the efficient utilization of health services
                Improve quality of care
                Reduce health care costs
                Increase preventive services (for example - mammography and prostate screening; children with asthma who are Medicaid recipients)
                Improve health outcomes among Medicare or Medicaid beneficiaries

as these issues relate to the six health priority conditions and other population specific health concerns listed above. **All proposals should describe research to be conducted with relevance to the CMS Medicare, Medicaid, and SCHIP programs.**

5. Types of Studies

CMS is interested in supporting the following two types of studies.

> a)   **Educational Intervention Studies**. These studies will inform populations-at-risk about certain health problems especially as they relate to African Americans. A follow-up plan should be developed to determine the effectiveness of the intervention. An example might include developing an educational program to enhance the awareness, knowledge, and understanding of African Americans about prevention, treatment, services, and/or strategies for accessing the health care system. The project should reach a minimum of 400 participants.

> b)   **Developmental Intervention Studies**. These studies will develop promising new approaches to reducing disease, encouraging changes in health behavior, and promoting health among African Americans. For example, using computers to disseminate health related information or testing the effectiveness of a health hotline in reducing health disparities. The project should reach a minimum of 400 participants.

II. AWARD INFORMATION

1. Timing and Duration of Award

This Announcement will use the CMS grant award mechanism. Under this award, CMS's purpose is to support the recipient's research activities by providing funding and technical assistance upon request. Responsibility for the planning, direction, and execution of the proposed project will be solely that of the applicant. The total project period for applications submitted in response to the present solicitation may not exceed two years.

2. Amount and Number of Grants to Be Awarded

Eligible HBCUs may request $100,000 to $125,000 per year for up to two (2) years for a variety of health services research projects. This program announcement provides HBCUs interested in applying for this funding with information concerning eligibility requirements, application procedures, general policy considerations, application review criteria, and selection criteria.

The total budget for each award should include **both direct and indirect costs**. The total indirect costs should not exceed 10% of the entire budget. We anticipate that most awards will be in the range of approximately $100,000 to $125,000 per year for a maximum of two years. The number of grants depends on the availability of funds and the technical quality of applications. CMS strongly encourages collaboration between HBCUs to implement their research projects.

If an application was submitted in response to a prior year's solicitation under this grant program, but was not funded, a new application must be submitted.

3. Schedule of Processing

Application Deadline – July 6, 2006
Technical Panel Review – August 2006
CMS Review - September 2006
Announcement of Awards - September 2006

III. ELIGIBILITY INFORMATION

1. Eligible Applicants

An HBCU must meet **one** of the following three requirements in order to qualify for funding under this grant program.

> a)   Offer a Ph.D. or Master's Degree Program in one or more of the following disciplines:
>
> > Allied Health
> > Gerontology
> > Health Services/Care Administration
> > Health Education
> > Health Management
> > Nursing
> > Nutrition
> > Pharmacology
> > Public Health
> > Public Policy
> > Social Work; **or**
>
> b)   Have a School of Medicine; **or**
>
> c)   Be a member of the National HBCU Network for Health Services and Health Disparities.

2. Matching Requirement

CMS' grant authority under section 1110 of the Social Security Act requires cost-sharing by applicants. To comply with this requirement, CMS is requiring that applicants provide cost-sharing equal to at least one percent of the amount of the award. This cost-sharing requirement may be satisfied through in-kind contributions.

IV. APPLICATION AND SUBMISSION INFORMATION

1. Address to Request Application Package

CMS is accepting new applications for this program electronically via Grants.gov. Applicants must apply electronically by visiting the Web site http://www.grants.gov and following instructions under "APPLY." The applicant must also register in the Central Contractor Registration (CCR) database in order to be able to submit the application. Information about CCR is available at http://www.grants.gov/CCRRegister. The central contractor registration process is a separate process from submitting an application. Applicants are encouraged to register early. In some cases, the registration process can take approximately two weeks to be completed. Therefore, registration should be completed in sufficient time to ensure that it does not impair your ability to meet required submission deadlines. You will be able to submit your application online anytime after your receive your E-Authorization credentials.

CMS will accept a hard copy if the applicant is unable to access grants.gov or is having serious problems in sending the application electronically. A hard copy of the application is also available from the Office of Acquisition and Grants Management CMS, Room C2-21-15, 7500 Security Boulevard, Baltimore, Maryland 21244-1850, telephone number 410-786-7080, attention: Linda Bianco (e-mail: LBianco@cms.hhs.gov). Please be sure to include the name, mailing address, and phone number of a contact person for the institution requesting the application.

2. Content and Form of Application Submission

The investigator must complete and submit an application package. The narrative portion of the application should not exceed 25 typewritten double-spaced pages. Times New Roman with 12 Font should be used. While additional documentation may also be submitted, such materials should be limited to information relevant to the specific scope and purpose of the proposed project. Each application received from an eligible institution will be reviewed for merit by a panel of technical experts. Since CMS anticipates a large number of applications for each panel member to review, it is important that your application is concise, yet thorough.

The following items **are not included** in the Project Narrative portion of the application and, therefore, are not included in the 25 page limit:

Applicant's Title Page and Cover Letter;
Standard Forms from the Application Forms Kit;
Letters of Agreement and Support;
Resumes;
Project abstract;
Budget Narrrative/Justification;
Other Support Documents;
Budget Forms; and
Appendices.

       a) Required Contents of the Application

A complete proposal consists of the following materials organized in the sequence indicated. Please ensure that the project narrative is page-numbered. The sequence is:

Applicant's Title Page and Cover Letter;
Standard Forms from the Application Forms Kit;
A letter of endorsement from the President or an other official from the Institution;
Project Abstract;
Project Narrative;
Budget Narrative/Justification;
Budget Forms;
Required Appendices;
Attachments (e.g., Letter of Agreement or Support);
Required appendices; and
Supporting documentation

b) Cover Letter

The letter must include the title, principal investigator, and a brief description of the proposed project; indicate the target population and a contact person and contact information. The letter must also include the names of all institutions collaborating in the project and indicate that the applicant institution has clear authority to perform the proposed activities and is capable of implementing this project.

c) Standard Forms from the Application Forms Kit

The following standard forms must be completed with an original signature and enclosed as part of the proposal:

SF424: Application for Federal Assistance
SF424A: Budget Information
SF424B: Assurances – Non-Construction Programs
SFLLL: Disclosure of Lobbying Activities
Biographical Sketches
Additional Assurances

You may obtain copies of these forms directly from the CMS Web site at
http://www.cms.hhs.gov/GrantOpportunities/ and
http://www.cms.hhs.gov/ResearchDemoGrantsOpt/

d) Table of Contents

e) Project Abstract

The application should include a single space (one-page) abstract. The abstract should address: 1) Statement of the Problem - Describe what the investigator wants to do and

why - e.g. the problem that is being addressed, potential impact of the intervention on the problem, project purpose, goals and objectives, relevance to CMS mission/programs (for example, Medicare, Medicaid, or SCHIP), and need for the research project. 2) Methodology of the proposed project - How does the investigator intend to implement the project? 3) Ability to implement the research project - Discuss the implementation strategy and management plan (workplan), 4) Institutional structure and capabilities - Does the institution have the structure and capacity to conduct the research project? 5) Collaboration with an institution and/or community/health organization - Describe the type and degree of collaboration.

f) Project Narrative

The project narrative should provide a concise and complete description of the proposed project. It should contain the information necessary for the review panelists to fully understand the project. It should cover all aspects of the project requirements.

g) Budget Narrative/Justification and Resources

The applicant should provide a detailed breakdown of the aggregate numbers for the budget recorded on Standard Form 424 (SF 424) "Application for Federal Assistance," including allocations for each major set of activities or proposed tasks. The proposed budget should distinguish the proportion of grant funding designated for each activity. The budget must clearly identify what funds will be administered directly by the lead agency and what will be subcontracted to other partners. The designated lead agency is solely responsible for the fiscal management of the project.

h) Letters of Agreement, Endorsement, or Support

Provide a set of endorsements from collaborating organizations outlining their contributions, roles, and responsibilities relative to the projects and commitments that have been pledged for the proposed project. Include individual letters of support as appropriate.

i) Required Appendices

Key Staff Qualifications – including a biographical sketch or resume of key staff describing their qualifications. This form can be found at: http://grants.nih.gov/grants/funding/phs398/biosketch.pdf

Project Work Plan/Timeline: Include a project work plan and timeline. All of the project goals should be included in the work plan.

Memoranda of Understanding – reflecting the collaborative relationships between relevant institutions.

j) Supporting Documentation

NOTE: If the proposal does not comply with the guidelines in the Announcement (proper format, table of contents, executive summary, etc.) it will not be reviewed. Acceptable applications, i.e., those that meet the above criteria, will be reviewed using the procedures as described.

3. Submission Dates and Times

You must submit your application electronically. Applications submitted through Grants.gov constitute electronically signed applications. The registration and E-Authorization process establishes the Authorized Organization Representative (AOR). When you submit the application through Grants.Gov, the name of your representative on file will be inserted into the signature line of the application. Applicants must register the individual who is able to make legally binding commitments for the applicant organization as the AOR.

If you are unable to access grants.gov or you are having serious problems sending the application electronically, CMS will accept a hard copy. Hard copies of the original application, signed by the university President or other official having authority to legally bind the institution to the performance of a grant, if approved, shall be submitted. If you are submitting hard copies, **the original should be bound and the two copies should be unbound. Please do not use staples. Send a diskette (Microsoft Word) with the 25 page narrative portion of the application.** Mail the original, two copies of the application, and the diskette to:

Centers for Medicare & Medicaid Services
Office of Acquisition and Grants Management
Division of Research Contracts and Grants
Attn: Ms. Linda Bianco
Mail Stop C2-21-15
7500 Security Boulevard
Baltimore, Maryland 21244-1850

The mailed application shall be received on or before July 6, 2006.

      or

Hand deliver the original and two copies of the application by **close of business 5:00 p.m.** (EST) on Thursday, July 6, 2006 to the above location.

To expedite the receipt of your application, you are strongly urged to send it by Federal Express or Express Mail. All applications must be received on or before **Thursday, July 6, 2006.** Upon receipt of an application, the Office of Acquisition and Grants will mail a notification of receipt to the institution. If an institution fails to receive the notification of receipt within 15 days from the date of mailing the application, the institution should call the Office of Acquisition and Grants Management at 410-786-7080.

Late applications: Any application that does not meet the above criteria will be deemed a "late application." Those institutions submitting a late application will be notified that the application was not considered in the competition.

Letter of Intent

Prospective applicants are asked to submit by June 7, 2006, a letter of intent (LOI) that includes a title and description of the proposed project, address, and telephone number of the investigator(s), the identities of other key personnel, and the names of participating institutions. The letter of intent should not exceed one page. Although a letter of intent is not required, is not binding, and does not enter into the review of a subsequent application, the information allows CMS's staff to estimate the potential review workload and facilitates planning for the review process. The letter of intent should be sent to the project officer listed under INQUIRIES.

4. Intergovernmental Review

This grant is not subject to Executive Order 12372 concerning "Intergovernmental Review of Federal Programs."

5. Funding Restrictions

a) Grant funds may be used for any of the following:

- Personnel costs, which may include project support staff and contracts for collaboration.
- Costs of data collection and transmission.
- Travel costs as they pertain to the administration and conduct of the grant.
- Training cost for program participants.
- Indirect costs should not exceed 10% of the entire budget.

b) Grant funds may not be used for any of the following:

- To provide direct services to individuals except as explicitly permitted under the grant solicitation.
- To match any other Federal funds.
- To provide services, equipment, or supports that are already the legal responsibility of another party under Federal law.

6. Other Submission Requirements

Dun and Bradstreet Number – Beginning October 1, 2003, applicants are required to have a Dun and Bradstreet (DUNS) number to apply for a grant or cooperative agreement from the Federal Government. The DUNS number is a nine-digit identification number, which uniquely identifies business entities. Obtaining a DUNS number is easy and there is no charge. To obtain a DUNS number, access the following Website: www.dunandbradstreet.com or call 1-866-705-5711. This number should be entered in the block with the applicant's name and address on the cover

page of the application (Item 5 on the Form SF-424, Application for Federal Assistance), with the annotation "DUNS" followed by the DUNS number that identified the applicant. The name and address in the application should be exactly as given for the DUNS number.

Institutional Review Board Approval

The applicant must include the outcome of their request for Institutional Review Board approval.

V. APPLICATION REVIEW INFORMATION

1. Criteria

We will use the following criteria to evaluate all applications for inclusion in the program. The total score for the criteria is 100 points.

To assist applicants in preparing the application and to aid the technical panel in its review, the narrative portion of the application should be written using the following format: 1) Statement of the Problem, 2) Methodology, 3) Ability to Implement the Research Project, 4) Institutional Structure and Capabilities, and 5) Collaboration with an HBCU and/or Community/Health Organization. The panel reviewers will score the applications based on this format.

a) Statement of the Problem

The application must demonstrate that the applicant has a thorough understanding of the specific health problem(s) within the target population and the strategies required to address the problem(s) identified. The applicant should clearly describe the proposed project explaining what the researcher wants to do and why. This section of the application must describe the:

Project purpose, goals, and objectives
Need for the research
Potential impact of the intervention on the problem
Relevance of the project to CMS's mission/programs. How will the project improve the overall health outcomes and quality of care, reduce health disparities, and achieve savings for the targeted population (Medicare, Medicaid, or SCHIP programs)?

Panel scoring: 15 Maximum Points

b) Methodology

The applicant should explain how the researcher intends to implement the project. The applicant should make a complete and concise presentation of the methodology chosen for this project. It should cover all aspects of the project requirements. The proposal should provide clear and convincing evidence and supporting materials that are appropriate for the project, likely to improve quality of care and reduce health

disparities for the targeted population. Any innovative features of the proposed project should be highlighted. The application must include:

Study design
Hypotheses or research questions
Data collection and data analysis plan as appropriate
Target population
Intervention strategies
Expected outcomes
Supporting research materials

Panel scoring: 30 Maximum Points

c)   **Ability to Implement the Research Project**

The applicant should provide detailed information to demonstrate their technical understanding and capability of performing the requirements of the project, including:

A detailed implementation strategy and plan that includes a management plan (workplan) describing tasks, responsible individuals, timelines, and costs. A timetable of not more than 24 months with specific key actions and milestones should be included.
A budget narrative and a detailed justification
The capabilities/responsibilities of all personnel
A plan for the evaluation of this project

Panel scoring: 20 Maximum Points

d)   **Institutional Structure and Capabilities**

The applicant should demonstrate clear and convincing evidence that the institution has the organizational infrastructure and management capacity to conduct the research project effectively, including:

Evidence of the availability and adequacy of the facilities, equipment, and financial management systems to conduct the project
A description of how the personnel will be organized, to whom they will report, and how they will (be used to) accomplish the goals and objectives or components of the project.
A Plan for budget and performance monitoring
Protocols to guide the administrative aspects of the project

Panel scoring: 20 Maximum Points

e)   **Collaboration with an HBCU and/or Community/Health Organization**

The applicant should describe the types and degrees of the collaborative relationships supporting the proposed research project that have been established or that may be established between the applicant HBCU and other HBCUs or community organizations. This description should include specific information about the roles and responsibilities of each collaborator on the project. Letters of support from collaborating organizations outlining their contributions, roles, and responsibilities relative to the research project should be included in the proposal. Collaborating organizations may include the following:

Community-Based Health Organizations
Faith-Based Organizations
Social Organizations

Panel scoring: 15 Maximum Points

2. Review and Selection Process

An independent review will be conducted by a panel of experts. The panel will be convened during the summer of 2006. The panel will conduct an independent, objective review of all responsive applications. The panelists will assess each application based on the review criteria to determine the merits of the proposal and the extent to which it furthers the purposes of the research program. The panelists' comments and recommendations will be condensed into a summary statement that will assist CMS in making the final award decisions. CMS will use the information to judge the likelihood that the project will be successfully implemented and will have tangible, beneficial outcomes.

3. Anticipated Announcement and Award Dates

The applicant will receive written notification of the award decision. CMS expects to announce award decisions by September 2006. Awards will be made to successful applicants during September 2006.

VI. AWARD ADMINISTRATION INFORMATION
1. Award Notices
The award decision will be made by the Director and Senior staff members, Office of Research, Development, and Information, Centers for Medicare & Medicaid Services, after consideration of the comments and recommendations of the technical review panelists and availability of funds. CMS reserves the right to determine which qualified applications will receive funding under this program. Technical assistance will be made available post award to the awardee.

Successful applicants will receive an official Notice of Grant Award (NGA), signed by the CMS Grants Officer that will set forth the amount of the award and other pertinent information, along with a set of Terms and Conditions for fulfillment of the grant specifically applicable to the applicant. The NGA is a legal document issued to notify the grantee that an award has been

made and that funds may be requested from the HHS payment system. The successful applicant will be required, within 30 days of receipt of the Notice of Grant Award, to sign and return a signature page included at the end of the Terms and Conditions that demonstrates agreement to accept the grant and its Terms and Conditions.

If funded, the **awardee must submit an article to a refereed journal** describing the findings of the study. All published reports, both formal and informal, should acknowledge grant support with the following footnote "This project was supported with funding from the Centers for Medicare & Medicaid Services." Before submitting a manuscript or a publication, the principal investigator must consult with the Project Officer. When a manuscript resulting from this grant is accepted for publication the principal investigator must promptly notify the Project Officer of its acceptance and the date it is schedule to be published. The awardee is also required to participate in CMS sponsored research conferences. At these conferences, the awardee will present preliminary and/or final results of his/her study.

2. Administrative and National Policy Requirements

General Terms and Conditions for these grants are available for reference on our website at http://www.cms.hhs.gov/ResearchDemoGrantsOpt/. In addition to the General Terms and Conditions, applicants should be award that they may be required to comply with Special Terms and Conditions that will apply specifically to the proposal. These terms and conditions are used to clarify particular grant activities and assure that grant funding is being used in a permissible manner. Because these terms and conditions are written specific to the applicant grant, it is not possible to review them prior to application submission.

All Grantees receiving awards under this grant program must meet the requirements of:

Title VI of the Civil Rights Act of 1964;
Section 504 of the Rehabilitation Act of 1973;
The Age Discrimination Act of 1975;
Hill-Burton Community nondiscrimination provisions; and
Title II, Subtitle A, of the Americans with Disabilities Act of 1990.

3. Reporting

    a) Grantees must agree to fully cooperate with any Federal evaluation of the program and provide quarterly or semi-annually any financial reports in a form prescribed by CMS (including the SF269a, Financial Status Report forms). These reports will be designed to outline how grant funds were used and to describe program progress, as well as barriers and measurable outcomes. CMS will provide a format for reporting.

    b) In order for CMS to monitor awardees efforts toward reaching the goals of the grant program awardees must agree to provide CMS with information it may require to assess the functioning and effectiveness of the program and to ensure that the grant monies are expended for the purposes for which they were awarded.

The awardee must submit the following required reports throughout the period of performance: 1) quarterly progress reports, 2) annual report, and 3) final report. CMS will provide the format for these reports.

VII. AGENCY CONTACTS

Questions concerning this grant program are encouraged. Requests to clarify any issues from potential applicants are welcome. Please contact:

Richard Bragg, Ph.D.
Project Officer
Office of Research, Development, and Information
Centers for Medicare & Medicaid Services
Mail Stop C3-19-07
7500 Security Boulevard
Baltimore, Maryland 21244-1850
(410) 786-7250
e-mail - rbragg@cms.hhs.gov

Direct inquiries regarding grant procedures, fiscal matters, or guidance in completing the application forms to:

Centers for Medicare & Medicaid Services
Office of Acquisition and Grants Management
Division Research Contracts and Grants
Attn: Ms. Linda Bianco
Mail Stop C2-21-15
7500 Security Boulevard
Baltimore, Maryland 21244-1850
(410) 786-7080
e-mail - lbianco@cms.hhs.gov

VIII. OTHER INFORMATION

Meetings – Applicants must include in their application provision for attendance of up to two project members at two research meetings sponsored by CMS.

Limitation - One major objective of the HBCU Health Services Research Grant Program is to "increase the pool of HBCU researchers available to implement the research, demonstration, and evaluation activities of CMS." In an effort to achieve that objective, awards to principal investigators (PI) will be limited to a maximum of two. If you received two or more grants in the past, you will be unable to apply for this application. However, you may serve as a consultant on an application.

IX. AUTHORITY - Section 1110 of the Social Security Act.